



**Purchasing Supply Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 30
AGENDA DATE: Thu 08/26/2004
PAGE: 1 of 2**

SUBJECT: Authorize execution of a 12-month supply agreement with BAKER & TAYLOR, INC., Charlotte, NC, for adult and juvenile books for the Central Texas Library System in an amount not to exceed \$352,072.52, with two 12-month extension options in an amount not to exceed \$352,072.52 per extension option, for a total agreement amount not to exceed \$1,056,217.56.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$352,072.52 is included in the Fiscal Year 2004-2005 Proposed Special Revenue Fund of the Library Department. Funding for the extension options is contingent upon available funding in future budgets.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Purchasing
DEPARTMENT: for Library;

**DIRECTOR'S
AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: Mick Osborne, Sr. Buyer/974-2995

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Lowest bid of three bids received.

MBE / WBE: This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract will establish a supply agreement for adult and juvenile books for the 73 member libraries of the Central Texas Library System (CTLS). Member libraries will be able to choose either a fixed discount from the publishers' list prices for all types of books/bindings or a variable discount rate, which will vary based on the type/binding of the book ordered (trade, large print, university press, reference, etc.).

CTLS is a voluntary cooperative system comprised of 73 public libraries in a 30 county region. These libraries join together as specified in the Texas Library Systems Act to develop and improve public library services in Texas. The Central Texas Library System has received State and Federal grants annually since 1972 for collection development for the member libraries and is responsible for administering these grant funds. The Austin Public Library serves as the major resource center for the Central Texas region. Materials purchased with the grant funds are placed in the collections of the member libraries.

MBE/WBE solicited: 0/1

MBE/WBE bid: 0/0



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**BID TABULATION
BOOKS, ADULT AND JUVENILE
IFB No. MO04100129 (16 line items)**

<u>Vendor</u>	<u>Total Bid</u>
BAKER & TAYLOR, INC. CHARLOTTE, NC	\$352,072.52
BWI Lexington, KY	\$52,548.36*
Ingram Library Services, Inc. La Vergne, TN	\$350,784.60**

*Non-responsive-bid only the variable rate items. The solicitation required that the bidder provide both fixed and variable rates for the individual libraries to select from.

**Non-responsive-Ingram did not bid a firm discount for large print books.

PRICE ANALYSIS

- Adequate competition.
- Twenty-four notices were sent, including one WBE. There are no MBEs listed under this commodity code. Eight solicitations were issued including no MBE/WBEs. Three bids were received with no MBE/WBE response. Two "No Bids" were received.
- The bid pricing represents an approximate 3.1% decrease over the previous contract prices from September, 2001.

APPROVAL JUSTIFICATION

- Low bid meeting specifications.
- The Library Department concurs with the recommended award.
- Advertised in the Austin American Statesman and on the internet.